



COUNTY OF LOS ANGELES COMMISSION ON HUMAN RELATIONS

Los Angeles County Board of Supervisors

Gloria Molina
First District

Yvonne Brathwaite Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

David E. Janssen
Chief Administrative Officer

Los Angeles County Human Relations Commission

Thomas A. Saenz, Esq.
President

Albert DeBlanc, Esq.

Vice President

Rev. Zedar E. Broadous

Vice President

Lea Ann King

Vice President

Ray Bartlett

Vice President/Secretary

Donna Bojarsky

Vito Cannella

Mario Ceballos

Grand Master Tong Suk Chun

Judy Coffman

Susanne Cumming, Esq.

Adrian Dove

Kathay Feng, Esq.

Rebecca Isaacs, Esq.

Eleanor Montañó

Honorary Members

John Anson Ford (1883-1983)

Morris Knight (1920-2003)

Catherine G. Stern

Philip R. Valera

Rabbi Alfred Wolf (1915-2004)

Robin S. Toma, Esq.

Executive Director

Terri Villa-McDowell, Esq.

Asst. Exec. Dir., Programs

Eugene Stevenson

Asst. Exec. Dir., Admin./Fin.

January 11, 2005

Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVAL OF SOLE SOURCE CONTRACTS WITH SIX COMMUNITY-BASED ORGANIZATIONS FOR HATE CRIME VICTIM ASSISTANCE AND ADVOCACY INITIATIVE SERVICES

(ALL DISTRICTS AFFECTED; 3 VOTES REQUIRED)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve six new agreements to provide Hate Crime Victim Assistance and Advocacy Initiative (HCVAII) services and programs between the Los Angeles County Human Relations Commission and the Asian Pacific American Legal Center, the Coalition for Humane Immigrant Rights of Los Angeles, the Los Angeles Gay and Lesbian Center, the Muslim Public Affairs Council, the South Asian Network, and the Southern Christian Leadership Conference (Martin Luther King, Jr. Legacy Center), substantially similar to Exhibit 1, to assist individuals and communities in responding to and preventing hate crimes and hate incidents, in the maximum amount of \$28,125 per agency, for the period of Board approval through June 30, 2005, for a combined maximum total of \$168,750.
2. Delegate authority to the Executive Director of the Commission on Human Relations, or his designee, to execute these agreements, on a sole source basis, approved as to form by County Counsel, effective upon Board approval through June 30, 2005

PURPOSE OF RECOMMENDED ACTION/JUSTIFICATION

The purpose of the recommended action is to ensure that the Commission can continue to provide critically needed hate crime victim assistance and advocacy services through its HCVAAL partner agencies until a new competitive bidding process is completed by June 2005.

Prior to 1999, when the Commission on Human Relations established the Hate Crime Victim Assistance and Advocacy Initiative, most of the groups targeted by hate crime in Los Angeles County lacked a community organization with the capacity to provide direct assistance and community support to hate crime victims in a culturally and/or linguistically competent manner, or to advocate for needed policy changes regarding hate crime. The action previously authorized by your Board has resulted in notable success in the types and quality of training, programs, and services provided to County residents through these agencies, producing significant growth in the community's capacity to support hate crime victims, and to engage in educational activities that reduce hate crime.

Sole source approval is requested because the skills and expertise offered by these agencies are highly specialized and unique, and have developed through their participation in a variety of training and developmental opportunities related to the HCVAAL. The Commission will start a solicitation process for new contracts early in 2005 to ensure that Board approval for new contracts will be sought before the start of FY 2005-06.

Implementation of Strategic Plan Goals

The recommended Board actions furthers the implementation of Strategic Plan programmatic goal 8 regarding "Public Safety" in that they provide an essential component in a comprehensive countywide response plan for terrorism. The requested actions are also consistent with the County Organizational goal 2, "Organizational Effectiveness," by ensuring that service delivery systems for hate crime victims are efficient, effective, and goal-oriented (capacity- building component of the project).

FISCAL IMPACT/FINANCING

Sufficient funds for the recommended agreements are included in the Board-approved Human Relations Commission's FY 2004-05 budget. Funds have not been expended in Fiscal Year 2004-05 for this program.

The current maximum contract amount of \$28,125 per agency, includes the standard monthly funding of \$3,125, which shall be prorated for the period starting with Board approval through January 31, 2005. In addition, each agency is to receive an additional \$9,375, per agency for the approximate six month period, to be used for additional

deliverables not required in previous years. For example, additional staff will attend eight to ten workshops sponsored by the Commission on media advocacy training and technical assistance and those targeting the agency's youth programs, integrating those learnings into their daily work (part of the Commission's deliverables for The California Endowment grant). The agencies will also provide intensive human relations services to targeted schools experiencing high levels of intergroup conflict and hate crime through their participation in the Commission's "Get Real LA!" zerohour collaborative.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In April 2000, your Board approved agreements with the Asian Pacific American Legal Center, the Coalition for Humane Immigrant Rights of Los Angeles, the Los Angeles Gay and Lesbian Center and the Southern Christian Leadership Conference, for provision of hate crime services pursuant to the Hate Crime Victim Assistance and Advocacy Initiative (HCVAAI). The agreements were competitively bid, and allowed the Commission to provide each agency with \$37,500 in funding to hire a full-time staff member dedicated to work with Commission staff to carry out the HCVAAI program work. The Commission had intended that the agencies' hate crime victim assistance and advocacy program become self-sustaining by the expiration of the agreements.

The Commission entered into agreements with two additional contractors, the Muslim Public Affairs Council (MPAC) and the South Asian Network (SAN) in December 2001, when your Board authorized additional funding for the HCVAAI through the Security Action Plan, as a result of the September 11, 2001 terrorist attacks. These agreements provided the two agencies with \$51,000 each for a seven-month period, through June 2002. Moreover, through separate contracts, the original four agencies were provided with additional funding, ranging from approximately \$12,000 to \$31,000, each, to expand their staffing capacity to respond to the post 9/11 rise in requests for assistance and education regarding hate crime and discrimination.

Upon expiration of the four original agreements in 2002, the Commission believed it had Board delegated authority to renew the contracts for Fiscal Year 2002-2003. However, based on inconsistencies and errors in both the Board letter and the contracts, the Commission instead requested purchase orders from ISD, providing a copy of the approved Board letter of April 2000, in its request to provide payment at the original contract amount of \$37,500 per agency. For Fiscal Year 2003-2004, the Commission again sought purchase orders. ISD advised that the Commission would need to seek Board approval for additional services for FY 2004-05 since issuance of further purchase orders would exceed the \$100,000 purchasing agent authority.

In June 2002, upon expiration of the agreements with MPAC and SAN, the Commission similarly utilized purchase orders to continue to order these services. Thus, each of

these two agencies has received an additional \$75,000 in funding over the past two years.

Although the amount of services ordered were within ISD's statutory authority, both ISD and Commission believe that the best course of action would have been for the Commission to return to the Board for approval of amended or new contracts.

The agencies ceased to provide services to the Commission upon expiration of the purchase orders. Accordingly, no payment has been made to the agencies for services after June 30, 2004.

By entering into sole source agreements with these agencies, the Commission will be given an opportunity to:

- Complete a competitive solicitation process to permit other community agencies to compete for the contracts;
- Comply with The California Endowment grant requirements by completing capacity building activities with the existing partner agencies;
- Avoid disruption to the development and operation of the County's hate crime/hate incident response infrastructure; and
- Continue to work with the agencies toward the goal of self sustainability.

The agreement attached as Exhibit 1 has been approved as to form by County Counsel. The Chief Administrative Office has reviewed the proposed actions.

DELEGATION OF AUTHORITY

This action seeks Board delegation of authority to the Executive Director, or his designee, to execute these six agreements for a maximum of \$28,125 each.

IMPACT ON CURRENT PROJECTS

This action will ensure that the Commission is able to comply with the requirements of the grant received from The California Endowment for this Initiative. It will also provide the County with the assurance of the ongoing availability of community resources that have the training and the capacity to work on the community's behalf in preventing hate crime and promoting positive intergroup relations, through workshop, seminars, media advocacy and public education efforts. Additionally, it will strengthen the community's capability for directly responding to and providing assistance and support to County residents who find themselves victims of hate incidents and hate crimes

The Honorable Board of Supervisors
January 11, 2005
Page 5 of 5

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robin S. Toma". The signature is fluid and cursive, with the first name "Robin" being more prominent.

Robin S. Toma
Executive Director
Commission on Human Relations

RST:ES

Attachments (2)

- HCVAAL Services Agreement
- April 25, 2000 Board Letter with attachments

c: Chief Administrative Officer
Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller